

Town of Southeast Recreation Department

Before & After School Childcare Program



Located at
John F. Kennedy Elementary School



Before-School

7:00 A.M. to 9:00 A.M.

*Students bussed to CV Starr.

Tuition : \$15. per day

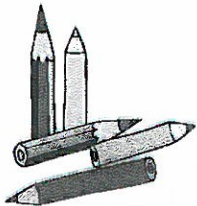
After-School

Dismissal to 6:30 P.M.

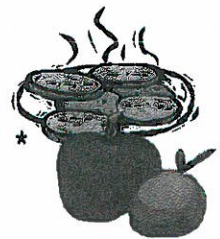
*Students bussed from CV Starr.

Tuition : \$20. per day

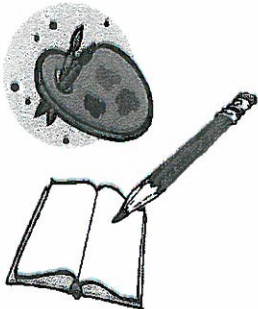
Activities



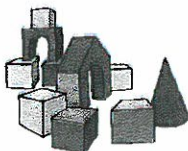
* Supervised Homework Time * Indoor/Outdoor Play *
* Arts and Crafts * Cooking * Gym * Games *



Registration



Town of Southeast Recreation Office
1 Main Street, Brewster, NY 10509

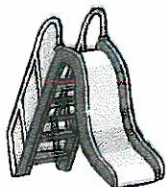


Contact us for more information!

Phone: (845) 279-3915

Email: recreation@southeast-ny.gov

Website: www.southeast-ny.gov



*Three day minimum (may be combined A.M. or P.M.)
*Two week non-refundable deposit due at registration



Before & After School Childcare Program

Procedures and Policies

Tuition:

*All payments will be Made to the Southeast Recreation Department

*A two week non refundable registration fee is required. This may be applied to part of June's tuition payment. Registration fee will vary according to the number of days scheduled weekly.

***Tuition payments must be paid in advance.** You pay by 1st of each month. A credit card number may also be provided to the town for automatic payment. Payment must be received by the Recreation department prior to that month's attendance period.

*Your child may not attend the program if tuition is not pre-paid. He or she may return when payment is up to date.

*You are responsible for payment of all scheduled days (when the program is open) regardless of your child's attendance. Missed days may not be made up on unscheduled days.

*Scheduled days must remain **consistent** due to State mandated ratios. If you need to add a specific date occasionally due to an extenuating circumstance, you may do so **if there is space**. You must contact the Rec Office to see if your child can be accommodated that day. Prepayment for the extra day needs to be made if it is not a last minute emergency. Otherwise, payment may be included in the next pre-payment.

*There is no sibling discount

*There is a \$25 charge for any returned checks

Policy and Procedures

*The before and after school program operates only when school is open. **If there is a school delayed opening, the before school program (A.M.) is cancelled that day. If school is dismissed early (either planned or unplanned) or if all District after school activities are canceled, the after school program (P.M.) is cancelled.** In this case your child will use their emergency dismissal plan. You will get an e-mail from the Recreation department if this occurs.

*A.M Children will be dropped off at the back door of the school by the field where the fire zone and handicap parking is located.

*P.M. Children must be signed out by a previously designated adult when picked up.

*Pick-Up from the after school program must be made **Promptly by 6:30 P.M.** You must have at least two emergency contacts you can call to pick up your child in the event you are delayed for **any** reason. Late pickups will result in additional fees of \$5 cash for every 15 minutes late starting at the beginning of each 15 minute increment and possible dismissal from the program.

*Recurrent behavioral issues will result in dismissal from the program.

* You are responsible to call and let us know if your child will be absent from the before or after school program. You may call the program number at JFK (279-2087 ext. 4120) and leave a message before 3:15 that day.

*Please inform us of any allergies or medical issues (asthma, seizures, etc.) your child might have. We do not have access to **any** medical information you may have already provided to the school.

I have read, understand and agree to the terms and conditions of this contract.

Parent/Guardian signature

Date

Program Signature

Date

Deposit Amount Received: _____

Cash: _____ Check: _____

Payments will be charged monthly.

Credit Card Type and number: _____

Expiration Date: _____ Code: _____